



U.S. EMBASSY SANTO DOMINGO
Management | GSO Procurement Unit
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May 23, 2016

Subject: **Request for Quotation (RFQ)**
Air Conditioning Equipment

Dear Prospective Offeror:

The U.S. Embassy in Santo Domingo, Dominican Republic requests the following air conditioning equipment be procured within the local DR market. Quoters must meet or exceed the following requirements. Quoters are instructed to provide technical data submission listing specific details of the equipment. The specifications are as follows:

✓ **(20) 12k-BTU SPLIT UNT, INVERTER EER-17.**

The price quoted must include the maximum discounts available and delivery within 10 calendar days after order award. Items that do not meet standards will be rejected and must be corrected at the vendor's expense. The following must be included in the quotation:

- Pricing for the items identified;
- Description of the item being quoted (product literature may be provided);
- Evidence of authorization to supply the required items (authorized reseller of products);
- Warranty information;
- Delivery time stated in number of calendar days.

All items must be new (not used or refurbished). Order award will be made to the lowest priced technically acceptable offer. Delivery shall be made to the United States Embassy in Santo Domingo, DN 10605, Dominican Republic.

The quotations must be submitted in English, via email to SantoDomingoProcurement@state.gov, no later than 04:00pm on May 27, 2016.

The U.S. Government is conducting this acquisition using simplified acquisition procedures as outlined in the Federal Acquisition Regulation (FAR), Part 13. If the dollar amount exceeds the Simplified Acquisition threshold (\$150,000), the Government will be using the test program for commercial items authorized by FAR, Subpart 13.5 (Simplified Procedures for Certain Commercial Items).

The U.S. Government intends to award a Purchase Order, to the responsible offeror submitting the lowest-priced technically acceptable offer. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it at any time. The Contracting Officer reserves the right to reject any and all quotations and to waive any information, or minor irregularities in quotations received.